

**LAKE COUNTY BOARD OF ELECTIONS  
DIRECTOR/DEPUTY DIRECTOR POSITION**

Duties include coordinating, managing and overseeing all facets of elections in accordance with the Ohio Revised Code, including voter registration, ballot issuing and counting, petition verification, developing and implementing an annual budget, providing public information regarding elections and media relations and overseeing a full-time staff of 6. Lake County has 154,000 registered voters. Knowledge/ experience with ES&S iVotronic equipment and TRIAD voter registration system required.

**MINIMUM QUALIFICATIONS:** Minimum Qualifications are based on Ohio Secretary of State Directive 2012-13. Bachelor's degree is ideal, but not required. Election related experience and skills are a must. Salary negotiable. Recruitment is open until position is filled. Qualified candidates must reside in Lake County or be able to relocate within 30 days of accepting the position. Resume and Cover letter should be received no later than February 1, 2015 by 4 P.M. at the Lake County Board of Elections, in care of all Members of the Board, 105 Main St., Painesville, OH 44077, 1-440-350-2700.

**THE LAKE COUNTY BOARD OF ELECTIONS IS AN EQUAL OPPORTUNITY EMPLOYER.**